



# Oregon

## Environmental Laboratory Accreditation Program



Department of Agriculture, Laboratory Division  
Department of Environmental Quality, Laboratory Program  
Oregon Health Authority, Public Health Division

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### Proficiency Testing (PT) and Reporting Reminders

- **The time between PTs must not exceed seven months!**
  - If more than seven months passes for an analyte, the laboratory will have a “not acceptable” result on its PT record
    - **Seven months is based on closing dates!** “The closing date of a PT study for a particular field of accreditation can be no more than seven months apart.”
    - The seven months is from the closing date of the previous PT to the closing date of the following PT
    - ORELAP defines one month as 30 calendar days, so seven months is equal to 210 days
    - **Check closing dates for microbiology / metals and supplemental PTs!**
  
- **Enter method codes when submitting PTs**
  - Method codes may be found on your laboratory’s ORELAP Fields of Accreditation (FOA) in the method code column (right side)
  - Do not mistake analyte code and method code
    - **Method code is the same for all analytes in a method**
    - Analyte code changes for each analyte. The analyte code is not entered with PTs
    - If you have questions, email ORELAP and/or the PT provider
  - Eventually laboratories will receive a not acceptable result if the method code is not correct
    - ORELAP will give notice before this takes effect
    - Recommend laboratories start entering the method codes now
    - Be aware of typos in method codes!
    - The method code must exactly match what is on the laboratory’s FOA – see example below of how to find method code 805 for pesticides by LC-MS-MS

MATRIX	Reference	Code	Analyte	Revision	Rev. Date	Code	Description
Biological Tissue	AOAC 2007.01 & EN 15662: LC- MS/MS	7366 7000	Abamectin Acephate			805	Pesticides by LC-MS-MS

- **Enter State Lab Code if reporting to NSI Lab Solutions**
  - **State Lab Code = EPA Code** on FOA
  - EPA Code/State Lab Codes start with ‘TNI’ or ‘OR’
    - Example: ‘TNI001234’ or ‘OR100001’
  - Look for EPA Code in ODIE or on your FOA under EPA Code
  - Enter EPA Code in State Lab Code box under Accreditation Agency

Study: HEMP-0922 NSI Lab Code: N10034

STUDY CLOSES 11/03/2022 (MIDNIGHT EASTERN TIME)

Send Individual Evaluation Report To:

Lab Name:  \*

Attention:  \*

Address 1:  \*

Address 2:

City:  \*

State/Zip:  \*  \*

Lab Code And Accreditation Information

Send Results To:\*

- Lab Only  
If selecting "Lab Only", skip to "Approval Information" section below

- Accreditation Agency  
If selecting "Accreditation Agency", provide the following information if applicable:



State Lab Code:

YOU WILL BE ABLE TO VIEW/MODIFY ACCREDITATION AGENCY INFORMATION AFTER CLICKING "CONTINUE" BELOW.

Approval Information

Approved By:  \*

Title:  \*

Phone:  \*

Date:  \* (mm/dd/yyyy)

E-mail:  \*

Send e-mail also to (several emails can be added, use ";" a separator):

- **Residual solvents total calculations vs individual analytes (total xylenes, pentanes, hexanes, butanes)**
  - Some PT providers prompt to report each individual analyte, others only have total calculations
  - **Submit based on PT provider instructions**
  - Results for totals will be applied to each individual analyte
    - If the total calculated result fails, each analyte fails
  - Results for the individuals will be applied to the total calculated result
    - If any individual analyte fails, the failure is also applied to the total

Total Calculation	Sum of Individual Analytes
Total Butanes	n-butane; iso-butane
Total Hexanes	n-hexane; 2-methylpentane; 3-methylpentane; 2,2-dimethylbutane; 2,3-dimethylbutane
Total Pentanes	pentane; iso-pentane; neo-pentane

Total Xylenes*	m+p xylene; o-xylene
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\*ethylbenzene is not included as a total xylene in PTs, report ethylbenzene separately

- **Mycotoxins Individual analytes and total aflatoxins**
  - Report each individual analyte and the calculated value for total aflatoxins
  
- **Total *Aspergillus***
  - Laboratories must maintain acceptable PT history for *Aspergillus* if they wish to stay accredited during the stay of rules on *Aspergillus* testing
  - Report PT results based on what the laboratory is accredited for
    - If the laboratory is only accredited for (Total) *Aspergillus*, only report Total *Aspergillus* (this is called Total Mold in the NSI Lab Solutions PTs)
    - If the laboratory is accredited for each of the four pathogenic *Aspergillus* species, report each individual species and total *Aspergillus*/Mold results
  
- **Two microbiology methods under same technology**
  - If a laboratory is accredited for two microbiology methods under the same technology (i.e., PCR) for an analyte (e.g., *Aspergillus*, *Salmonella*, STEC), the laboratory may alternate the method used in each PT round. For example, in the spring study use method one and in the fall study use method two
    - **Note:** If the laboratory alternates microbiology methods for PTs, not acceptable results will be applied to both methods. If there is a history of two out of three not acceptable results, the laboratory will be suspended for both microbiology methods
  - The laboratory may also choose not to alternate microbiology method PTs, but must ensure it uses separate lots for each method

## Reporting / Certificate of Analysis (COA) Reminders

### COAs / Reports must contain:

- Clear statement to whether the sample is a compliance sample or an R&D sample, and if applicable, a statement if the sample is from a remediated batch
  - OAR 333-064-0110(2)(d) Identification of the test as a compliance test or a quality control or research and development test. If the test is not for compliance, the report shall indicate clearly on the first page the testing was for quality control or research and development.
  - (e) If applicable, a statement that the test was done on a sample from a remediated marijuana item or industrial hemp-derived vapor item.
  
- Unaccredited analytes clearly marked as not accredited
  - Examples:
    - Cannabinoids other than delta-9 THC, delta-8 THC, THC-A, CBD, CBD-A
    - Unaccredited microbial tests (total yeast/mold, total plate count, HpLVd, etc.)

- Terpenes
- Subcontracted results clearly identified, including name of subcontracting laboratory
- The Method Blank (MB) and Laboratory Control Sample (LCS) quality control (QC) results for each regulated analyte along with the batch ID
  - OAR 333-064-0110 (7) A laboratory must include in a test report the results of all associated batch quality control samples, with the date of analysis of the quality control samples and the acceptance limits used to determine acceptability.
  - (a) Batch quality control samples are the method blank and laboratory control sample.
  - (b) The report must clearly show the association to the client samples in the report by listing the batch identification numbers.
- Flags for out-of-control QC results, such as MB, LCS, matrix spike (MS). Examples requiring flagging include but are not limited to:
  - LCS high biased but analyte not detected or <LOQ in sample
  - LCS low biased but analyte over action limit
  - MB result over LOQ but analyte <LOQ in sample
  - MS results outside of acceptance criteria

**2016 TNI PT Reference:** V1M1

**2016 TNI Report Reference:** V1M2 5.10.3